

Hillsborough County Pre-Trip Authorization and Reimbursement Request Form

Tammie Sanabria 18021



All travel must comply with Administrative Directive No. AD-09.

This form must be completed prior to travel.

Name: Kenneth Jones	EMP ID: 31487	We certify that the mode of transportation is the most cost effective under the circumstances and travel complies with AD No. AD-09.	
Address: 2550 63rd Ave So		Signature of Traveler: <i>[Signature]</i>	Date: 7/25/16
City: St Petersburg	ZIP: 33712	Signature of Approving Authority: <i>[Signature]</i>	Date: 7/26/16
Dept./Agency: Economic Development	Ph #: (813) 272-7232	Print name of Approving Authority: Lindsey K. Kimball	Travel Coordinator Name: Norma Smith
			Ph #: (813) 276-8461

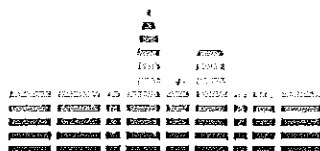
Purpose of Travel: Attend IEDC Annual Conference			
Method of Travel: <input type="checkbox"/> County Vehicle <input type="checkbox"/> Private Vehicle <input checked="" type="checkbox"/> Common Carrier		Class of Travel: <input checked="" type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	
Departure Date: 09/26/2017	Departure Time: 7:05am	Travel Destination City: Cleveland	County: Cuyahoga County State: OH
Return Date: 09/27/2017	Return Time: 7:44pm	NOTES:	

ATTACH JUSTIFICATION FOR ESTIMATED EXPENSES:		SIGNED FORM VERIFYING COMPLETION OF TRAVEL IS DUE TO BOCC ACCOUNTING 5 DAYS AFTER TRAVEL RETURN DATE.	
Registration Fee:	\$0.00	Registration Fee:	0.00 \$
Hotel: 1# days at \$200.00 per day	\$200.00	Hotel: # days at \$ per day	\$0.00
Airline Ticket: <input type="checkbox"/> Non-refundable	\$151.20	Airline Ticket: Payment Proof Required	156.20 \$
Car Rental <input type="checkbox"/> Voucher:	\$0.00	Car Rental: Payment Proof Required	\$
Auto Mileage: miles at \$0.445	\$0.00	Auto Mileage: miles at \$0.445	\$0.00
Per Diem: quarter days at \$21.25	\$0.00	Destination Mileage: miles at \$0.445	\$0.00
Meals: Breakfasts: 1#	\$8.00	Explanation:	
Lunches: 2#	\$16.00	Parking, Tolls, Taxi (attach receipts)	\$
Dinners: 2#	\$16.00	Per Diem: quarter days at \$21.25	\$0.00
Other: Airport Parking, Baggage Fee,	\$75.00	Meals: Breakfasts: #	\$
Taxi/Uber	\$466.20	Lunches: #	\$
Total Estimated Expenses:		Dinners: #	\$
ADVANCE EXPENSES: (90% OF ESTIMATED EXPENSES)		Other Expenses (attach receipts)	\$
Hotel: \$ at 90% =	\$0.00	Total Allowances:	\$0.00
Meals: \$ at 90% =	\$0.00		
Mileage: \$ at 90% =	\$0.00	*If overpaid, please Less Advanced Payments:	\$
Other: \$ at 90% =	\$0.00	make check payable to BOCC and attach	
Total Advanced Expenses:	\$0.00	*Total Reimbursement:	\$0.00

We hereby certify that this travel is true and correct in every material matter; that the expenses were incurred by the traveler as necessary travel in the performance of official duties; and that the same conforms in every respect with the requirements of § 112.061, Florida Statutes, and Administrative Directive No. AD-09.

(813) 276-8461		/ /	
Signature of Traveler		Signature of Approving Authority	
Work Phone Number		Date	
Print name of Approving Authority: Lindsey K. Kimball			
METHOD OF PAYMENT: (COMPLETE DETAILED INFORMATION REQUIRED)			
Registration: <input type="checkbox"/> Purchasing Card <input type="checkbox"/> Check Document No.:	Fed. Tax I.D.:	Phone #: () -	
Amount: \$0.00	Index / Sub-Object Code: EDE03020 / 5504	Fax #: () -	
Payable to:	Registration Deadline: / /		
Address:			
Early Bird Deadline: / /			
Hotel: <input type="checkbox"/> Purchasing Card <input type="checkbox"/> Check Document No.:	Fed. Tax I.D.:	Phone #: () -	
Confirm #: Amount: \$	Index / Sub-Object Code: EDE03020 / 4005	Fax #: () -	
Payable to:			
Address:			
Rental Car: <input type="checkbox"/> Purchasing Card <input type="checkbox"/> Check Document No.:	Index / Sub-Object Code:	Amount: \$	
Advance Travel Expenses Payable to Traveler: <input type="checkbox"/> Check Document No.:	Index / Sub-Object Code:	Amount: \$	
Reimbursable Travel Expenses to Traveler: <input type="checkbox"/> Check Document No.:	Index / Sub-Object Code: EDE03020 / 4000	Amount: \$	
Date	Doc Amount	No. of Lines	Trans Hash
Vendor No.	Document No.		

Distribution: ☐ Copy - Department
☐ Original - Accounting
☐ Copy - Transaction Report



**IEDC
2016**

**ANNUAL
CONFERENCE**
CLEVELAND, OHIO • SEPTEMBER 25-28

Tami Samson
18021
*TAMMIE
SANABRIA*

CONTACT | ABOUT IEDC | IEDC HOME

SHARE THE ANNUAL:



REGISTRATION HOTEL & TRAVEL PROGRAM SPEAKERS 2016 AWARDS SPONSORS & EXHIBITORS

PROGRAM

Select the "+" icon to learn more about a session or special event.

PRE-CONFERENCE	SUNDAY, SEPT. 25	MONDAY, SEPT. 26	TUESDAY, SEPT. 27	WEDNESDAY, SEPT. 28
7:30 am - 8:30 am	Learning Labs: <ul style="list-style-type: none">+ Leveraging a Dollar: Crowdfunding in Economic Development+ Mega Marketing: Kicking Your Advertising Strategy into High Gear			
8:45 am - 10:15 am	+ Chair's Welcome and Monday Morning Plenary Session			
9:00 am - 11:30 am	+ Tour: The Cleveland Clinic \$			
10:30 am - 12:00 pm	Concurrent Sessions: <ul style="list-style-type: none">+ Addressing Economic Inequalities in Your Community+ Federal Laboratories: Partners for Economic Development+ Tools, Tactics and Experiences in Creating Vibrant Places+ Building a Better Trade Strategy through Export Support+ Grey Be Gone: Giving Greyfields a New Life+ Startup in a Day: Rockin' the Startup Process for Small Businesses+ 5 Steps to Simplify and Improve Place Marketing			
11:15 am - 1:30 pm	+ Student and YP Mentorship and Networking Lunch			
11:40 am - 1:40 pm	+ Economic Development Ethics Workshop			
12:15 pm - 1:30 pm	+ Special Networking Luncheon: Elected Officials and Board of Directors of EDOs \$ + Defining Issues Luncheon \$ + Networking Lunch in the Economic Development Marketplace			
12:30 pm - 1:30 pm	+ Learning Lab: Creating Value through the Effective Use of Land Banks			
1:00 pm - 3:30 pm	+ Tour: Cuyahoga River including The Flats East Bank Development & Cleveland/Cuyahoga County Port Authority (by boat) SOLD OUT			
1:45 pm - 3:15 pm	Concurrent Sessions: <ul style="list-style-type: none">+ Boom-Bust-Boom: Springboard Opportunities through Adversity+ How to Retain, Expand and Upgrade Existing Investors+ Developing City-to-City Partnerships+ IEDC EDRP Session on Inequality Research Paper+ Economic Development Survivor: Strategic Plans Under Pressure			
3:15 pm - 3:50 pm	Silent Auction & Ice Cream Social			

4:00 pm - 5:30 pm

Concurrent Sessions:

- ✦ Leadership Lesson: Collaboration is Key
- ✦ Faulty Perceptions, Economic Development Consequences
- ✦ Operation Diversify: Preparing for a Reduction in Defense Spending
- ✦ A Conversation with IEDC's Past Chairs
- ✦ A Regional Approach to Economic Development: The Canadian Experience

Tammy Samabria
18001
TAMMIE SAMABRIA

6:30 pm - 9:00 pm

- ✦ Recognition Dinner \$



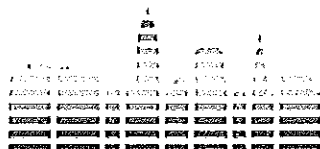
Stay connected to IEDC on our social sites:



#IEDC #EconDev

© 2016

International Economic Development Council
734 15th Street NW / Suite 900
Washington, DC 20005
(202) 223-7800
www.iedconline.org



**IEDC
2016**

**ANNUAL
CONFERENCE**
CLEVELAND, OHIO • SEPTEMBER 25-28

Tammi Sauabrin
18021
TAMMIE
SAUABRIN

CONTACT | ABOUT IEDC | IEDC HOME

SHARE THE ANNUAL:



REGISTRATION HOTEL & TRAVEL PROGRAM SPEAKERS 2016 AWARDS SPONSORS & EXHIBITORS

PROGRAM

Select the "+" icon to learn more about a session or special event.

PRE-CONFERENCE	SUNDAY, SEPT. 25	MONDAY, SEPT. 26	TUESDAY, SEPT. 27	WEDNESDAY, SEPT. 28
7:00 am - 8:30 am	+ Primer to the CECD Exam Process: What you Need to Know Workshop			
7:30 am - 8:30 am	Learning Labs: <ul style="list-style-type: none"> + Building a Regional Entrepreneurial Ecosystem + Going Global: EB-5 for Economic Development 			
8:00 am - 10:30 am	+ Tour: The Ninth and Euclid Project \$ SOLD OUT			
8:45 am - 10:15 am	+ Tuesday Morning Plenary Session			
10:30 am - 12:00 pm	Concurrent Sessions: <ul style="list-style-type: none"> + Town Hall 1 - Communities with Populations Under 25,000 + Town Hall 2 - Communities with Populations Between 25,000 - 200,000 + Town Hall 3 - Communities with Populations Between 200,000 - 500,000 + Town Hall 4 - Communities with Populations Greater than 500,000 + Town Hall 5 - Higher Education 			
12:15 pm - 2:00 pm	+ Keynote Luncheon			
2:15 pm - 3:45 pm	Concurrent Sessions: <ul style="list-style-type: none"> + Reinvesting and Repurposing Space for Retail Uses + International Exchange: Looking Abroad to Grow Your Local Economy + Protecting Your Small Businesses from Predatory Lending + Strengthening the Economic Development Profession through Diversity + Becoming an AEDO 			
2:30 pm - 5:00 pm	+ Tour: Playhouse Square \$			
3:45 pm - 5:45 pm	+ Presentation of the 2016 Excellence in Economic Development Awards			
4:00 pm - 5:00 pm	+ Answer This: EconDev YPs Tackle the Industry's Most Challenging Questions			
4:00 pm - 5:30 pm	Concurrent Sessions: <ul style="list-style-type: none"> + Innovate Like Apple: Disrupting Economic Development through Leadership Technology and Grit + Mastering a Music City for Economic Development + From the Ground Up: Economic Growth and Community Renewal + Unlocking the Hidden Talent Pool: The Incumbent Employee Population + Building the Foundation for Economic Development: EDOs and Philanthropies as Partners 			
6:30 pm - 8:00 pm	Networking Reception at the Rock and Roll Hall of Fame			

18021
Tammie Sanabria
Tammie Sanabria

Sanabria, Tammie

From: Jones, Kenneth
Sent: Wednesday, July 27, 2016 10:16 AM
To: Sanabria, Tammie
Subject: FW: Reservation Confirmation

Good morning Tammie,

Thanks again for your help with this. Here's copy of the reservation confirmation for your files if you needed it.

Regards,
Ken

Kenneth L. Jones, MBA
Manager, Industry Strategic Initiatives
Economic Development Department

P: (813) 272-1143
E: JonesK@HillsboroughCounty.org
W: HillsboroughCounty.org
Hillsborough County
601 E. Kennedy Blvd., 20th Floor, Tampa, FL 33602
[Facebook](#) | [Twitter](#) | [YouTube](#) | [LinkedIn](#)

Please note: All correspondence to or from this office is subject to Florida's Public Records law.

From: Frontier Airlines [<mailto:no-reply@flyfrontier.com>]
Sent: Tuesday, July 26, 2016 12:45 PM
To: Jones, Kenneth <JonesK@hillsboroughcounty.org>
Subject: Reservation Confirmation

FRONTIER
LOW FARES DONE RIGHT



MON, SEP 26, 2016 - TUE, SEP 27, 2016

Trip Confirmation Number: **QB3QKA**

TAMPA, FL (TPA) ➤ CLEVELAND, OH (CLE)

Depart: Mon, Sep 26, 2016

Flight	Departure	Arrival	Duration
F91394	07:05 AM TAMPA, FL (TPA)	09:28 AM CLEVELAND, OH (CLE)	2hr 23min Non Stop
Passenger Name	Seats	Bags	Special Services
Kenneth L Jones			

18021
Tammie Sanabria
Sami Sanabria

Depart: Tue, Sep 27, 2016

Flight	Departure	Arrival	Duration
F91399	05:15 PM CLEVELAND, OH (CLE)	07:44 PM TAMPA, FL (TPA)	2hr 29min Non Stop

Passenger Name	Seats	Bags	Special Services
Kenneth L Jones			

INVOICE

SUMMARY

Airfare	\$85.58
Options	\$0.00
Taxes and carrier-imposed fees	\$70.62
GRAND TOTAL	\$156.20

OPTIONS

Kenneth L Jones

TOTAL

Payment Date	07/26/2016
Payment Amount	\$156.20
*** Approved ***	XXXXXXXXXXXX4496
	Exp. Date 11/19

THANK YOU FOR FLYING FRONTIER AIRLINES!

Tips to assist with your travel planning:

Save time at the airport: [check in online](#) within 24 hours of your departure.

Want more legroom? We have it! STRETCH seating is now available on all our airplanes. [Learn More.](#)

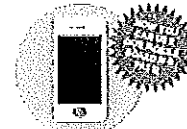
Rental Cars: Choose from Avis or Budget, all from one easy search! Rent a Car. [Book Now.](#)

Terms and Conditions

Carry-on: \$35* at initial booking online at flyfrontier.com up to 24 hours before departure; \$40* when purchased via phone; \$40 when purchased during online check-in; \$45* at airport/kiosk check-in; \$60 at the gate; complimentary for EarlyReturns Elite members. *Decreases \$5 for travel during Value Season periods: 8/17/2016 - 10/31/2016; 1/10/2017 - 2/9/2017; 4/25/2017 - 5/24/2017.

A Carry-on must not exceed 10" height x 16" width x 24" length and a total weight of 35 pounds. Any customer who arrives at the gate with a carry-on bag that exceeds the allowable dimensions will be charged to gate check the bag.

WE'VE GONE MOBILE!



By downloading our FREE app you can:

- Check in for your flight
- Shop/book flights
- Retrieve bookings
- Check flight status



? KNOW BEFORE YOU GO!

Your timeline for a stress free trip.



All passengers, regardless of Fare Option, are permitted to take one personal item not to exceed 18" x 8" x 14" on-board the aircraft with no additional charge. Visit our carry-on baggage page for details.

First Checked Bag: \$30** at initial booking online and up to the date of travel, \$35** when purchased via phone, or during online check-in; \$40** at airport/kiosk check-in. **Decreases \$5 for travel during Value Season periods: 8/17/2016 - 10/31/2016; 1/10/2017 - 2/9/2017; 4/25/2017 - 5/24/2017.

Second Checked Bag: \$40** for all tickets at all points of sale prior to arrival at airport; \$45** at airport/kiosk check-in. ** Decreases \$10 for travel during Value Season periods: 8/17/2016 - 10/31/2016; 1/10/2017 - 2/9/2017; 4/25/2017 - 5/24/2017.

There is a \$75 charge for each checked bag purchased beyond the first two checked bags up until the day of travel, and an \$80 charge for each checked bag beyond the first two checked bags purchased at airport check-in.

Any bag that exceeds 62 linear inches (up to a maximum of 110 linear inches) will incur a \$75 oversize fee. Any bag that exceeds 50 pounds (up to a maximum of 100 pounds) will incur a \$75 overweight fee. One bag may incur both an oversize and an overweight fee.

If you purchased your ticket at FlyFrontier.com or through our Reservations Department, you may request a full refund up to 24 hours after the time of purchase if the purchase was made 7 days (168 hours) or more prior to your flight's departure. This ticket may be canceled and refunded at the My Trips section on FlyFrontier.com.

Passengers are required to have their paper boarding pass in hand 45 minutes prior to departure for domestic flights and 60 minutes for international flights. Passengers must be at the designated gate 30 minutes prior to departure.

You may change an Economy ticket provided that (i) you do so prior to the scheduled flight departure time and (ii) you pay any difference between the fare purchased and the fare for the new flight(s) (no refund will apply if the fare of the new ticket is less) plus a fee of \$99. For full details, visit FlyFrontier.com.

If you purchased a Discount Den membership, you can find all details of your subscription on [the Membership Terms and Conditions page](#).

To contact Customer Relations, visit www.flyfrontier.com/contact-us or mail to:
Attn: Customer Relations, Frontier Airlines, PO Box 492085, Denver, CO 80249

v0.00271

18021
Tammie Sanabria
Tammie Sanabria

FRONTIER18021
Tammie Sanabria*Tammie Sanabria*

MONDAY, SEP 26, 2016 - TUESDAY, SEP 27, 2016

Trip Confirmation Number: QB3QKA

Tampa, FL (TPA) ➔ Cleveland, OH (CLE)

Depart: Monday Sep 26, 2016

Flight	Departure	Arrival	Duration
F9 1394	07:05 AM Tampa, FL (TPA)	09:28 AM Cleveland, OH (CLE)	2hr 23min NonStop

Passenger Name	Seats	Bags	Special Services
Mr. Kenneth L. Jones	--	--	--

Return: Tuesday Sep 27, 2016

Flight	Departure	Arrival	Duration
F9 1399	05:15 PM Cleveland, OH (CLE)	07:44 PM Tampa, FL (TPA)	2hr 29min NonStop

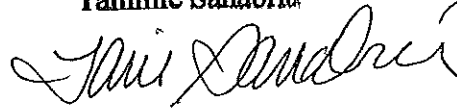
Passenger Name	Seats	Bags	Special Services
Mr. Kenneth L. Jones	--	--	--

Invoice

Summary

Airfare	\$85.58
U.S. Transportation Tax (domestic FET)	\$6.42
U.S. 9/11 Security Fee (domestic, non-AK)	\$11.20
Carrier Interface Charge	\$36.00
U.S. Domestic Flight Segment Tax	\$8.00

Tampa, Fl (TPA) Passenger Facility Charge	\$4.50
Cleveland, Oh (CLE) Passenger Facility Charge	\$4.50
GRAND TOTAL	\$156.20
<hr/>	
TOTAL	\$156.20
Purchase Date	07/26/16
Payment	Visa
	XXXXXXXXXXXX4496
	Exp. Date: 11/19

18021
Tammie Sanabria


18071
TAMMIE SAVANNAH

Skip to Content



TPA CLE EDIT

1	26 SEP 2016	27 SEP 2016
TRAVELING	DEPARTING	RETURNING

MONTH VIEW (/Flight/InternalSelect?o1=TPA&d1=CLE&o2=CLE&d2=TPA&dd1=2016-09-26&dd2=2016-09-27&r=true&c=true&mon=true)

SELECT DEPARTING FLIGHT
TAMPA, FL TO CLEVELAND, OH

\$151.20

BALANCE DUE

+ SHOW DETAILS

7:05AM		9:28AM		2hr 23min		1394	SOLD OUT	Ⓢ \$89
TPA		CLE		NONSTOP				

LEARN MORE

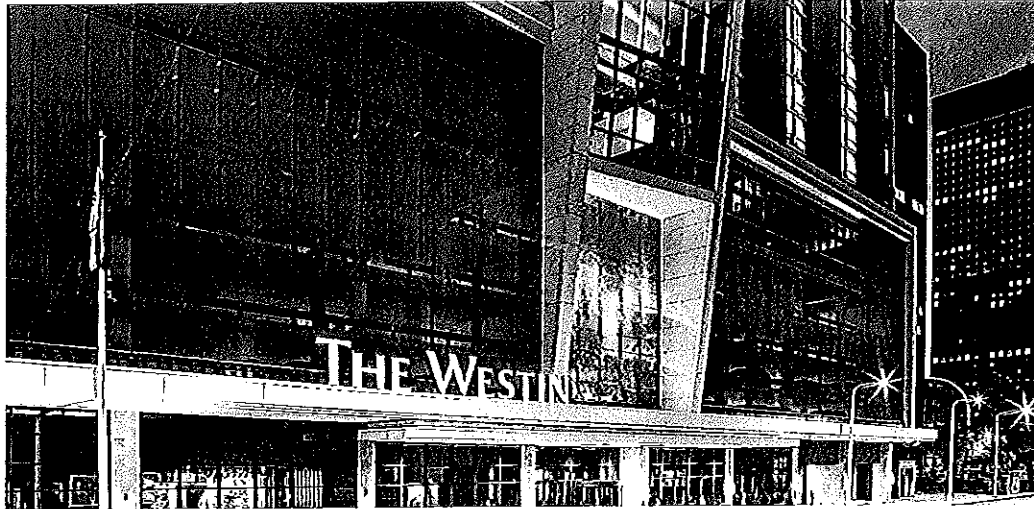
SELECT RETURNING FLIGHT
CLEVELAND, OH TO TAMPA, FL

\$69	\$59	\$59	\$59	\$69	\$89	\$89	(/Flight/InternalSelect?
s=true&o1=TPA&d1=CLE&dd1=2016-09-26	s=true&o1=TPA&d1=CLE&dd1=2016-09-27	s=true&o1=TPA&d1=CLE&dd1=2016-09-28	s=true&o1=TPA&d1=CLE&dd1=2016-09-29	s=true&o1=TPA&d1=CLE&dd1=2016-09-30	s=true&o1=TPA&d1=CLE&dd1=2016-09-30	s=true&o1=TPA&d1=CLE&dd1=2016-09-30	(/Flight/InternalSelect?
26&dd2=2016-09-26	26&dd2=2016-09-27	26&dd2=2016-09-28	26&dd2=2016-09-29	26&dd2=2016-09-30	26&dd2=2016-09-30	26&dd2=2016-09-30	(/Flight/InternalSelect?
26&r=true&mon=true)	26&dd2=2016-09-26	26&dd2=2016-09-28	26&dd2=2016-09-29	26&dd2=2016-09-30	26&dd2=2016-09-30	26&dd2=2016-09-30	(/Flight/InternalSelect?
Departure	Arrival	Duration	09Flight	09-	09-	Non-Club Price	
5:15PM CLE	7:44PM TPA	2hr 29min NONSTOP	1399	○ \$59	● \$64		
				3 Seats Left			

CONTINUE

[Baggage Options \(https://www.flyfrontier.com/travel-information/baggage/\)](https://www.flyfrontier.com/travel-information/baggage/) | [Fare Rules](#)

CONFERENCE HOTEL INFORMATION



HEADQUARTERS HOTEL

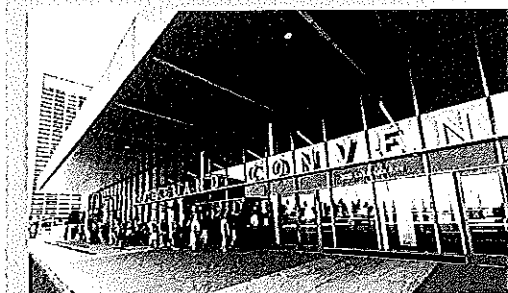
Westin Cleveland Downtown, 777 Saint Clair Avenue, Cleveland, OH 44114
Phone: (888) 627-8085 | IEDC Room Rate: \$199 single/double
Group Rate Cutoff: Wednesday, August 31



ADDITIONAL HOTEL INFORMATION

Hyatt Regency Cleveland
at the Arcade
420 Superior Avenue, Cleveland, OH 44114
Phone: (888) 421-1442
IEDC Room Rate: \$180 single/double
Group Rate Cutoff: Wednesday, August 31

**BOOK YOUR ROOM NOW. SEE PAGE 18 FOR
CONFERENCE REGISTRATION DETAILS.**



CONFERENCE LOCATION

Huntington Convention
Center of Cleveland
300 Lakeside Ave E, Cleveland, OH 44114

Annual Conference events will be
held at the Huntington Convention
center, unless otherwise noted.

**THE CONFERENCE PROGRAM AT A GLANCE
CAN BE VIEWED ONLINE AT
IEDCONLINE.ORG/ANNUALCONFERENCE**

18021
Jami
Dana
TAMMIE
SANABRIA

*Marissa

1-888-3206
8-11-3206
Emily Playa

Marissa
Hollyday
Jimmie
1-800-423-6908

Kempston
Cynthia